

**COUNTY OF LOS ANGELES DEPARTMENT OF MENTAL HEALTH
PROGRAM SUPPORT BUREAU
QUALITY IMPROVEMENT DIVISION
CULTURAL COMPETENCY COMMITTEE MEETING MINUTES**

Date: February 13, 2013

Present: Ann Lee (SA 8 Administration Long Beach/South Bay Geo Int), Don Gonzales (QA), James Randall (SA 3 Administration & CCC Co-Chair), Kia Hayes (QI), Leticia Ximenez (CGRD), Lupe Ayala (SA 7 Administration & CCC Co-Chair), Mark Borkheim (QI/CC), Michael Tredinnick (ACCESS), Mirian Sandoval (QI), Sandra Chang Ptasinski (QI/CC), Staci Atkins (SA6 WCMHC), Tomas Martinez, (Pepperdine University)

Agenda Items	Comments/Discussion/Recommendations/Conclusions	Action Item	Person(s) Responsible
Welcome & Introductions	Attendee introductions		
Review of Minutes	January 16, 2013 minutes reviewed and approved.		Co-Chairs
ESM Update	<p>Tri-annual State System Review:</p> <ul style="list-style-type: none"> The State System Review for administrative programs took place Feb 11-Feb 14. Cultural Competency does not have its own section in the State Reviews protocol. For this tri-annual review, the CC Unit served as a co-respondent for questions on "Access" along with the Patients Rights Office, WET Division, and the ACCESS Center. The CC Unit participated in answering a total of 7 questions. All questions were answered satisfactorily. The CC Unit is a component of the Quality Improvement Division (QID). There is a full section in the State System Review for "Quality Improvement". There are two items that QID will need to follow-up on with corrective actions: <ol style="list-style-type: none"> 1) Timeliness of routine appointments and 2) adding a 		Sandra Chang Ptasinski

	<p>category for “culture” to the SA-based Provider Directories.</p> <ul style="list-style-type: none"> • The State System Review is not over yet. The auditors will be reviewing clinical charts over the next two weeks. 		
Workgroup Reports	<ul style="list-style-type: none"> • Each Workgroup met during the meeting to draft write-ups on goals & objectives. Each Workgroup reported their mission statements and objectives to the Committee at large. The CCC provided feedback to clarify the Workgroups' goals & objectives. 	<ul style="list-style-type: none"> ▪ Each Workgroup's lead person will submit goal/objectives to the CC unit. ▪ Information received from Workgroups will be incorporated into a hand-out. 	
Voting for 2013 co-chairs	<ul style="list-style-type: none"> • Sandra Chang Ptasinski reviewed the Co-Chairs role responsibilities. • Sandra read the candidate nominations for this year's Co-Chair elections. A ballot was prepared with two candidate names: Leticia Ximenez and Michael Tredinnick. No additional nominations were added by the CCC before voting. • Sandra thanked Jim Randall and Lupe Ayala for serving as Co-Chairs in 2012. • Leticia Ximenez and Michael Tredinnick are the elected Co-Chairs for 2013. 	<ul style="list-style-type: none"> ▪ 	
Next meeting	<ul style="list-style-type: none"> • Wednesday, March 13, 2013, 1:30 pm to 3:30 pm 695 S. Vermont Ave., 15th Floor Glass Conference Room. 		

Respectfully Submitted,